



Please, we ask that you do the following when sending refunds:

- Refund Corporate and D/D funds on a different check from any Original or PLUS funds.
- Complete one of these sheets for each refund check you are submitting.

Fund Type Legend:
FA: Original Financial Aid
FA-P: PLUS Financial Aid
RF: Original Recommended Funds
RF-P: PLUS Recommended Funds
C: Corporate

School name: \_\_\_\_\_

Subject: **Refund**      Date: \_\_\_\_\_

Enclosed is a check for \$ \_\_\_\_\_ representing a return for the following student(s):

Student Name:	Amount:	Fund type:	Reason for Refund:

Name of person completing the form: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

